FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

## Summary Information

**Permit No:** F00150903 **Type of Permit:** FILMING **Release Date:** 04/19/2019

| | |
|---|---|
| **Production Company** | WASHING MACHINE PRODUCTIONS LLC |
| **Insured Company Name** | WASHING MACHINE PRODUCTIONS LLC |
| Contact Phone No. 1 | 310-467-4000 |
| Contact Phone No. 2 | |
| Fax | |
| Address | 1850 TAFT AVE, #1<br>HOLLYWOOD, California 90028 |
| **Production Title** | CARMEN |
| **Type of Production** | Still Photo |

| | |
|---|---|
| **Producer** | Monika Rydel |
| **Director** | Billy Coleman |
| **1st AD** | Monika Rydel |
| **Production Manager** | Monika Rydel |
| **FilmL.A. Coordinator** | Hans Groszkruger |
| **Location Manager** | Monika Rydel |
| Primary Phone | Mobile - 3104674000 |
| Secondary Phone | |
| **Location Assistant** | Monika Rydel |
| Primary Phone | Mobile - 13104674000 |
| Secondary Phone | |

### Fees

| | |
|---|---|
| Notification Charge | $43.00 |
| FILMLA NON-REFUNDABLE FILM APPLICATION FEE | $685.00 |
| LA CITY FIRE DEPARTMENT SPOT CHECK SURCHARGE | $85.00 |
| CULVER CITY APPLICATION FEE | $165.00 |
| SANTA MONICA DOWTOWN FILM/STILL APPLICATION FEE | $270.33 |
| SANTA MONICA DOWNTOWN STILL PHOTO | $309.35 |

**Total Permit Fee** $1,557.68

**Number of Locations** 6

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## Summary Information — Location



| | | | |
|---|---|---|---|
| **Permit Number** | F00150903 | **Location Manager** | Monika Rydel |
| **Production Company** | WASHING MACHINE PRODUCTIONS LL... | Primary Phone | Mobile - 3104674000 |
| **Insured Company** | WASHING MACHINE PRODUCTIONS LL... | Secondary Phone | |
| **Production Title** | CARMEN | | |

# This location has been CANCELED

**Location Address** 1800 Ocean Front Walk, Los Angeles, CA, 90291

**Location Name** VENICE REC CENTER

**Location Type** Park

**Location Description** LA CITY REC & PARKS

**Film Dates** 4/23/2019 - 4/23/2019 07:00 - 19:00 1 day

**Open or Closed to the Public** Open

**Generic Conditions**
All vehicles must be parked on private property
Must comply with attached Rec & Park Conditions. Note: No smoking in City Parks unless guided by the Rec & Park Film Office Monitor or assigned Uniformed Fire Safety Officer in designated areas
Must Maintain 5' Clearance on Sidewalks/Walkways
No cast or crew parking on area streets
No interference with vehicular or pedestrian traffic

**Please see attached document** Venice Area_September-2017_AK.pdf

**Equipment on Location**

| Type | Quantity |
|---|---|
| Vans | 1 |

**Personnel on Location**

| Type | Quantity |
|---|---|
| Cast | 2 |
| Crew | 8 |

**Filming Activities** Camera on sticks; Equipment on sidewalk only.; Exterior establishing shots; Exterior models against scenery; Handheld equipment; behind the scenes video;

**Jurisdiction** **Political:** Los Angeles City - Council District 11 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

**Thomas Guide** **Page:** 671 **Grid:** G6

**Location Notes** COMPANY MUST CONTACT PARKING MANAGEMENT DIRECTLY RE:

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## Summary Information — Location



| | | | |
|---|---|---|---|
| **Permit Number** | F00150903 | **Location Manager** | Monika Rydel |
| **Production Company** | WASHING MACHINE PRODUCTIONS LL... | Primary Phone | Mobile - 3104674000 |
| **Insured Company** | WASHING MACHINE PRODUCTIONS LL... | Secondary Phone | |
| **Production Title** | CARMEN | | |

PARKING REQUIREMENTS AND FILMING ON PARKING LOT.
NO PARKING IN HANDICAP OR ELECTRIC CHARGING SPACES.

IF COMPANY HAS APPROVAL FOR VENICE PIER: Must keep base of Venice Pier (SAND AREA) clear of all equipment and persons while filming on the pier

**Approvals** LOS ANGELES CITY POLICE DEPARTMENT Gabriel Martinez

**Parking**

**Base Camp**
Location Type : Filming Location

**Crew Parking**
Location Type : Filming Location

**Parking Notes**
TAKING CAR SERVICE TO LOCATION. NO CAST AND CREW PARKING ON AREA STREETS

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## Summary Information

## Location



| | | | |
|---|---|---|---|
| **Permit Number** | F00150903 | **Location Manager** | Monika Rydel |
| **Production Company** | WASHING MACHINE PRODUCTIONS LL... | Primary Phone | Mobile - 3104674000 |
| **Insured Company** | WASHING MACHINE PRODUCTIONS LL... | Secondary Phone | |
| **Production Title** | CARMEN | | |

# This location has been CANCELED

**Location Address** 380 Santa Monica Pier, Santa Monica, CA, 90401

**Location Name** SANTA MONICA PIER - PACIFIC PARK

**Location Type** Amusement Park

**Location Description** ***SANTA MONICA BEACH SUMMER RESTRICTIONS - 5/16/15 THRU 9/7/15 (SCROLL DOWN)***
*No filming at the beach on weekends - still and motion
*The bike path cannot be used for filming from Memorial Day weekend through Labor Day weekend.
*Filming on Ocean Front Walk will be permitted on a case-by-case basis, discuss with Debbie Braley prior to sending permit.
*Filming is not allowed on beaches or beach parking lots on Memorial Day, July 4th or Labor Day weekends.
*Please keep in mind that the Twilight Concert Series will take place every Thursday at 7pm starting on July 10th these concerts can attract a couple thousand people to the pier and the beach. Sound checks usually occur much earlier in the day and can impact productions recording sound.

**Film Dates** 4/22/2019 - 4/22/2019 08:30 - 20:00 1 day

**Open or Closed to the Public** Open

**Generic Conditions** All vehicles must be parked on private property
Must comply with attached conditions
Must Maintain 5' Clearance on Sidewalks/Walkways
No cast or crew parking on area streets
No interference with vehicular or pedestrian traffic

**Please see attached documents** Pier Weight limits.pdf
NO SIGNAGE IN SANTA MONICA.pdf
Guidelines for Use of Parking Lots in the City of Santa Monica.pdf

**Equipment on Location**

| Type | Quantity |
|---|---|
| Vans | 1 |

**Personnel on Location**

| Type | Quantity |
|---|---|
| Cast | 2 |
| Crew | 8 |

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## Summary Information — Location



| | | | |
|---|---|---|---|
| **Permit Number** | F00150903 | **Location Manager** | Monika Rydel |
| **Production Company** | WASHING MACHINE PRODUCTIONS LL... | Primary Phone | Mobile - 3104674000 |
| **Insured Company** | WASHING MACHINE PRODUCTIONS LL... | Secondary Phone | |
| **Production Title** | CARMEN | | |

**Filming Activities** Equipment on sidewalk only.; Exterior establishing shots; Exterior models against scenery; Exterior motion without sound; Handheld equipment; still photography only;

**Jurisdiction** **Political:** City of Santa Monica **Police:** Santa Monica Police Department **Fire:** Santa Monica Fire Department

**Thomas Guide** **Page:** 671 **Grid:** E3

**Location Notes** Must contact Aurora Pina (310-458-8935) in advance to secure permission to film at the Pier. All activity within Pacific Park must be approved by Kristin Wasiluk (310-260-8744).
No posting of production/directional signs allowed on public property.

**Approvals** SANTA MONICA POLICE DEPARTMENT Cody Green

**Coordinator Note** No officer needed

**Parking**

**Base Camp**
Location Type : Filming Location

**Crew Parking**
Location Type : Filming Location

**Parking Notes**
TAKING CAR SERVICE TO LOCATION. NO CAST AND CREW PARKING ON AREA STREETS

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## Summary Information — Location



| | | | |
|---|---|---|---|
| **Permit Number** | F00150903 | **Location Manager** | Monika Rydel |
| **Production Company** | WASHING MACHINE PRODUCTIONS LL... | Primary Phone | Mobile - 3104674000 |
| **Insured Company** | WASHING MACHINE PRODUCTIONS LL... | Secondary Phone | |
| **Production Title** | CARMEN | | |

**Location Address** 10 Fwy, 101 Fwy, 110 Fwy, Alameda St, Inclusive (EXCLUDING FREEWAYS/HIGHWAYS, THE OLD BANK DISTRICT & CITY PARKS), Los Angeles, CA, 90012

**Location Name** DOWNTOWN LA GRID

**Location Type** Grid

**Film Dates** 4/27/2019 - 4/28/2019 07:00 - 19:30 2 days

**Hold Dates** 4/21/2019 - 4/21/2019 07:00 - 19:30

**Open or Closed to the Public** Open

**Generic Conditions**
All vehicles must be parked on private property
Must Maintain 5' Clearance on Sidewalks/Walkways
No cast or crew parking on area streets
No interference with merchant activity.
No interference with vehicular or pedestrian traffic
No stopping and setting up in residential areas before 7am or after 10pm without prior approval
No stopping or setting up in front of merchants or residents without prior approval

**Please see attached document** Downtown Filming Guildelines 2010.03.01.pdf

**Equipment on Location**

| Type | Quantity |
|---|---|
| Vans | 1 |

**Personnel on Location**

| Type | Quantity |
|---|---|
| Cast | 2 |
| Crew | 10 |

**Filming Activities** Exterior establishing shots; Exterior models against scenery; Exterior motion without sound; Handheld equipment; behind the scenes video;

**Jurisdiction** **Political:** Los Angeles City - Council District 14 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

**Thomas Guide** **Page:** 634 **Grid:** E4

**Location Notes** Must Comply with Attached Downtown Conditions.

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t: (213)977-8600 - f: (213)977-8601
www.filmla.com

## Summary Information — Location



| | | | |
|---|---|---|---|
| **Permit Number** | F00150903 | **Location Manager** | Monika Rydel |
| **Production Company** | WASHING MACHINE PRODUCTIONS LL... | Primary Phone | Mobile - 3104674000 |
| **Insured Company** | WASHING MACHINE PRODUCTIONS LL... | Secondary Phone | |
| **Production Title** | CARMEN | | |

* THE OLD BANK DISTRICT IS THE AREA BOUNDED BY South Spring St., West 5th St., West 4th St., and Werdin Pl.
Stopping, setting-up and staging are not allowed within these boundaries.

May not interfere with filming activities of production companies in possession of location-specific permits, or with previously scheduled special events, or with existing construction projects.

A film permit does not grant a right to film artwork or trademarked properties, logos or other images. Consultation with legal counsel is recommended if artwork or trademarked properties, logos or images are filmed.

**Approvals** LOS ANGELES CITY POLICE DEPARTMENT — Gabriel Martinez

**Parking**

**Base Camp**
Location Type : Filming Location

**Crew Parking**
Location Type : Filming Location

**Parking Notes**
TAKING CAR SERVICE TO LOCATION. NO CAST AND CREW PARKING ON AREA STREETS

NOT A PERMIT

# Permit #F00150903

FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

## Summary Information — Location



| | | | |
|---|---|---|---|
| **Permit Number** | F00150903 | **Location Manager** | Monika Rydel |
| **Production Company** | WASHING MACHINE PRODUCTIONS LL... | Primary Phone | Mobile - 3104674000 |
| **Insured Company** | WASHING MACHINE PRODUCTIONS LL... | Secondary Phone | |
| **Production Title** | CARMEN | | |

**Location Address** Hollywood Bl, La Brea Av, Beverly Bl, Western Av (Inclusive), los angeles, CA, 90026

**Location Type** Grid

**Film Dates** 4/21/2019 - 4/28/2019 08:00 - 20:00 8 days

**Open or Closed to the Public** Open

**Generic Conditions**
All vehicles must be parked on private property
Must Maintain 5' Clearance on Sidewalks/Walkways
No cast or crew parking on area streets
No interference with merchant activity.
No interference with vehicular or pedestrian traffic
No stopping and setting up in residential areas before 7am or after 10pm without prior approval
No stopping or setting up in front of merchants or residents without prior approval

**Equipment on Location**

| Type | Quantity |
|---|---|
| Vans | 1 |

**Personnel on Location**

| Type | Quantity |
|---|---|
| Cast | 2 |
| Crew | 10 |

**Filming Activities** Exterior establishing shots; Exterior models against scenery; Exterior motion without sound; Handheld equipment; behind the scenes video;

**Jurisdiction** **Political:** Los Angeles City - Council District 13 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

**Approvals** LOS ANGELES CITY POLICE DEPARTMENT Gabriel Martinez

**Parking**

**Base Camp**
Location Type : Filming Location

**Crew Parking**
Location Type : Filming Location

**Parking Notes**
TAKING CAR SERVICE TO LOCATION. NO CAST AND CREW PARKING ON AREA STREETS

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## Summary Information

## Location



| | | | |
|---|---|---|---|
| **Permit Number** | F00150903 | **Location Manager** | Monika Rydel |
| **Production Company** | WASHING MACHINE PRODUCTIONS LL... | Primary Phone | Mobile - 3104674000 |
| **Insured Company** | WASHING MACHINE PRODUCTIONS LL... | Secondary Phone | |
| **Production Title** | CARMEN | | |

# This location has been CANCELED

**Location Address** Abbot Kinney Blvd, Main St-Venice Bl, Venice, CA 90028

**Location Type** Street

**Film Dates** 4/23/2019 - 4/23/2019 07:00 - 19:00 1 day

**Open or Closed to the Public** Open

**Generic Conditions**
All vehicles must be parked on private property
Must comply with attached conditions
Must Maintain 5' Clearance on Sidewalks/Walkways
No cast or crew parking on area streets
No interference with merchant activity.
No interference with vehicular or pedestrian traffic
No stopping and setting up in residential areas before 7am or after 10pm without prior approval
No stopping or setting up in front of merchants or residents without prior approval

**Please see attached documents**
Venice Area_September-2017_AK.pdf
Abbot_Kinney_August_2018_AK.pdf

**Equipment on Location**

| Type | Quantity |
|---|---|
| Vans | 1 |

**Personnel on Location**

| Type | Quantity |
|---|---|
| Cast | 2 |
| Crew | 12 |

**Filming Activities** Exterior establishing shots; Exterior models against scenery; Exterior motion without sound; Handheld equipment; behind the scenes video;

**Jurisdiction**
**Political:** Los Angeles City - Council District 11
**Police:** Los Angeles Police Department
**Fire:** Los Angeles City

**Approvals**
FILML.A. MONITORS — Adam Meyer Approver
LOS ANGELES CITY POLICE DEPARTMENT — Gabriel Martinez

**Coordinator Note** FILMLA MONITOR IS REQUIRED

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6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

## Summary Information — Location



| | | | |
|---|---|---|---|
| **Permit Number** | F00150903 | **Location Manager** | Monika Rydel |
| **Production Company** | WASHING MACHINE PRODUCTIONS LL... | Primary Phone | Mobile - 3104674000 |
| **Insured Company** | WASHING MACHINE PRODUCTIONS LL... | Secondary Phone | |
| **Production Title** | CARMEN | | |

**Parking**

**Base Camp**
Location Type : Filming Location

**Crew Parking**
Location Type : Filming Location

**Parking Notes**
TAKING CAR SERVICE TO LOCATION. NO CAST AND CREW PARKING ON AREA STREETS

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Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
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## Summary Information — Location



| | | | |
|---|---|---|---|
| **Permit Number** | F00150903 | **Location Manager** | Monika Rydel |
| **Production Company** | WASHING MACHINE PRODUCTIONS LL... | Primary Phone | Mobile - 3104674000 |
| **Insured Company** | WASHING MACHINE PRODUCTIONS LL... | Secondary Phone | |
| **Production Title** | CARMEN | | |

**Location Address** 3rd St Promenade, Wilshire Blvd - Broadway, Santa Monica, CA, 90401

**Location Name** 3RD STREET PROMENADE

**Location Type** Pedestrian walkway

**Film Dates** 4/22/2019 - 4/22/2019 08:30 - 20:00 1 day

**Open or Closed to the Public** Closed

**Generic Conditions**
All vehicles must be parked on private property
Must comply with attached conditions
Must Maintain 5' Clearance on Sidewalks/Walkways
No cast or crew parking on area streets
No interference with vehicular or pedestrian traffic

**Please see attached documents**
DTSM Filming Guidelines 2013.pdf
NO SIGNAGE IN SANTA MONICA.pdf
Guidelines for Use of Parking Lots in the City of Santa Monica.pdf

**Equipment on Location**

| Type | Quantity |
|---|---|
| Vans | 1 |

**Personnel on Location**

| Type | Quantity |
|---|---|
| Cast | 2 |
| Crew | 8 |

**Filming Activities** Equipment on sidewalk only.; Exterior establishing shots; Exterior models against scenery; Exterior motion without sound; Handheld equipment; still photography only;

**Jurisdiction** **Political:** City of Santa Monica **Police:** Santa Monica Police Department **Fire:** Santa Monica Fire Department

**Thomas Guide** **Page:** 671 **Grid:** E2

**Location Notes**
MUST CONTACT LAURA BORSECNIK WITH DOWNTOWN SANTA MONICA AT 310-393-8355 x.115 PRIOR TO SUBMITTING A PERMIT
No posting of production/directional signs allowed on public property.

**Approvals**

| | |
|---|---|
| SANTA MONICA - DOWNTOWN SANTA MONICA, INC. | Adrian Fayad |
| SANTA MONICA - PUBLIC WORKS DEPARTMENT | Kathy Ruff |
| SANTA MONICA POLICE DEPARTMENT | Cody Green |

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Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
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## Summary Information — Location



| | | | |
|---|---|---|---|
| **Permit Number** | F00150903 | **Location Manager** | Monika Rydel |
| **Production Company** | WASHING MACHINE PRODUCTIONS LL... | Primary Phone | Mobile - 3104674000 |
| **Insured Company** | WASHING MACHINE PRODUCTIONS LL... | Secondary Phone | |
| **Production Title** | CARMEN | | |

**Coordinator Note** No officer needed

**Coordinator Note** Verbal approval per Laura Borsecnik 4.16.19

**Parking**

**Base Camp**
Location Type : Filming Location

**Crew Parking**
Location Type : Filming Location

**Parking Notes**
TAKING CAR SERVICE TO LOCATION. NO CAST AND CREW PARKING ON AREA STREETS

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**SPECIAL FILMING CONDITIONS**
**VENICE AREA**

*The Special Filming Conditions described below will be included in the terms and conditions of permits issued for filming in this area and are in addition to the standard terms and conditions applicable to filming permits generally. While these Special Filming Conditions will be included as terms if a permit for filming in this area is issued, they are not intended to, and do not, establish the criteria or standards for determining whether or not a particular permit (or permits) will be issued for this area. The decision whether or not a particular permit (or permits) will be issued is vested in the discretion of the appropriate City or County department or their designees (including FilmL.A., Inc.), to be exercised consistent with public health, safety and general welfare, and applicable land-use ordinances.*

For purposes of these guidelines the Venice area is Santa Monica City limits to the north, Lincoln Boulevard to the East, Pacific Ocean to the west and Washington Boulevard to the South (including the Strand which is Pacific Avenue, Washington Boulevard, Via Marina, and the Pacific Ocean)

- **Affected residents and merchants must be notified at least two (2) days in advance of the first day of filming or the first day of any substantial set preparation.** *Permit requests must be submitted at least three (3) days in advance.*

- **Filming on holidays and weekends is generally not permitted**, especially during the summer. Exemptions may be granted on a case-by-case basis. Factors such as size of company, exact location and scope of intended filming, time of year, and anticipated impact on local parking will be considered when reviewing requests for such exemptions.

- **No vehicles shall be driven or parked on Ocean Front Walk between the hours of 10:00 a.m. and 7:00 p.m**. unless approved by The Department of Recreation and Parks.

- **Speedway shall not be used for parking of vehicles or equipment and must remain open to emergency vehicles.**

- **All vehicles and equipment (including private automobiles) associated with the production company shall be legally parked unless specific exemption is granted by the film permit.** No vehicles or equipment shall be permitted to park on Ocean Front Walk or the Venice Recreation Area property unless approved by The Department of Recreation and Parks. The use of private parking lots is strongly encouraged. Publicly owned parking lots in the area are managed by Modern Parking and must be added to the filming permit and cleared with the appropriate agency.

- **Use of Los Angeles County beach parking lots have the following restrictions:**

    - **The Washington Boulevard lot is restricted to parking only between 7:00 a.m. and 10 p.m**. No community survey will be allowed for additional hours.
    - **Rose Avenue and Venice Boulevard lots require a community survey from affected residential buildings for any activity (parking or filming) prior to 7:00 a.m or after 10:00 p.m.**

- **Traffic control on all area streets shall be limited to a maximum of two (2) minutes.**

- **It is the responsibility of the production company to deploy sufficient police officers to ensure that traffic flow in the area is not unreasonably hindered.**

- **Additional Special Filming Conditions apply to filming on Washington Boulevard between Pacific Avenue and the Venice Pier, Abbot Kinney Boulevard, and Venice Beach.**

FilmL.A. Inc. DRAFT

Permit #F00150903

City of
Santa Monica

Office of Pier Management
200 Santa Monica Pier
Santa Monica, California 90401
O: (310) 458 - 8216

# Santa Monica Pier Weight Limits and Restrictions

Weight Limits: Municipal Pier, 10 tons (20,000 lbs). Pier parking lot and Pleasure Pier, 3 tons (6,000 lbs) 21461(a) cvc

Vehicle Length: No vehicles over 22 feet in length (with or without trailers) 21461(a) cvc

Vehicles adhering to these guidelines, they may travel onto the Municipal Pier or the event lane on the Pier parking lot, include: Ford E/F 250, Dodge or Chevy 2500, and stake bed or box trucks with a California DMV Declaration of Weight decal of 20 or less. Vehicles with the California DMV Declaration of Weight decal of more than 20 will not be allowed on the pier. (Example of decal below.) GVW and GCW will not be used to determine weight.

It is at the discretion of a Harbor Patrol Officer that any vehicle that looks overloaded or is capable of being overloaded can be sent out to get weighed so that proof can be presented.

**NO** vehicles may remain parked on Pier roadway or in Pier Deck Parking with the exception of loading or unloading only.

**NO** vehicles will be allowed to drive beyond Pacific Park at any time.

**ALL** vehicles must be parked at the yellow curb during loading and unloading allowing full access for emergency vehicles. The number of delivery vehicles allowed on the pier at any one time will be at the discretion of the assigned Harbor Patrol Officer.

**NO** trailers other than single axles will be allowed in the Pier Deck Parking Lot.
** Towed generator units, must have a weight certificate from an authorized weight station dated 1 hour prior to pier arrival. Weight certificates must be submitted to the assigned Harbor Patrol Officer before being driven on the Pier**

**NO** Gators, Golf Carts, Scissor Lift, or Fork Lifts are permitted on the Handicap/Pedestrian ramps to gain access to the Santa Monica Pier. Unless otherwise approved in the planning process for onetime up and onetime down. If approved, the South ramp is the only ramp to be used.

**NO** Scissor Lifts or Fork Lifts will be allowed on the pier without pneumatic tires (air filled) and **Shall Not** weigh more than 6,000 lbs. 5/8 inch (or thicker) OSB or plywood must be used underneath the lift during its entire operation on the wood deck.

**NO** skid steer forklifts (i.e. Bobcats) will be permitted anywhere on the pier.

**NO** form of ballast other than water containers shall be used for securing large tents or stages. All containers must be filled in place. Any container or grouping of more than 110 gallons must be placed on 5/8 inch OSB or plywood. Cabling through the deck may be used as an alternative that must be approved in the planning process due to other restrictions.

NOT A PERMIT

City of Santa Monica

# Transportation Engineering & Management Division

Post Office Box 2200, Santa Monica, California 90407-2200

# NOTICE

To: Applicants for Film Permits in the City of Santa Monica

From: Transportation Engineering & Management Division

Subjects: Directional and Other Signs

Use of Temporary No Parking Signs

Please be advised that the posting of advertising, directional or other types of signs in, or visible from, public rights-of-way is prohibited by Chapter 9.52 of the Santa Monica Municipal Code. Any such signs will be removed and destroyed by City forces. And, you will be charged $59.93 per sign or the actual cost of removal, whichever is greater, for each such sign.

Temporary No Parking signs are available to facilitate your filming activities from the Public Works Permit Counter. You are responsible for the installation and removal of such signs. You will be provided with a sheet of instructions when you pick up the signs. Temporary No Parking signs must be removed immediately after your film shoot is completed. Any Temporary No Parking signs not promptly removed will be removed by City forces. And you will be charged $59.93 per sign or the actual cost of removal, whichever is greater, for each such sign.

In order to avoid such problems, we respectfully request your voluntary compliance.

Should you have questions, please contact the Transportation Engineering & Management Division at (310) 458-8291 or traffic.engineering@smgov.net.

NOT A PERMIT

# CONDITIONS FOR USE OF PARKING LOTS FOR FILMINGS, PHOTOSHOOTS, AND BASECAMPS IN THE CITY OF SANTA MONICA

****These conditions only apply to production companies approved to use City-owned lots and do not imply permission to use any City lot****

1. Available Lots:
    a. The ONLY lots available for rental are Beach Lots 4 and 5 South, and Beach Lots 1 North through 8 North. There are no exceptions. Requested parking lot(s) must be clearly stated in the base camp/crew parking portion of your Film LA. permit. Applying for a Film L.A permit does not guarantee use of the parking lots. The City of Santa Monica Parking Department has final authorization regarding use of the parking lots. A parking application must be submitted to the Parking Department in addition to the submittal of the Film L.A permit.

2. Space Availability:
    a. The amount of spaces available for purchase can vary depending on the time of year. As a starting point, no production company may rent out more than half the available spaces of any lot. During certain times of the year (i.e. spring break, summer, any other special events, etc.), additional restrictions will apply regarding space availability, if any.

3. Restrictions:
    a. The production company can only use the spaces that have been purchased and reserved for them.
    b. Parking must be finalized no later than 72 business hours before the production date. There will be no adding of spaces after that time or on the day of filming.
    c. The RESERVED area will be set up the night before by the parking operator, usually at 10pm. There is no guarantee that there will be not be any vehicles already parked in the RESERVED area by the shoot date. It is the production company's responsibility to ensure no other vehicles park in the RESERVED area upon possession of the space. The City merely sells the spaces and sections it off.
    d. At no time can the production company extend the basecamp or deny transient parkers access to the parking lot.

4. Basecamps/Reserved Parking:
    a. Production companies must park all vehicles and materials/equipment within their RESERVED event space. Any vehicles parked outside the event space will need to show proof of payment of the Daily parking rate for that individual vehicle or become subject to citation.

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b. Depending on the size and location of the RESERVED area, production companies may be required to pay for any parking spaces used to divert traffic around the RESERVED area. This is to prevent traffic from driving through the RESERVED area and to keep the traffic flowing smoothly within the lot. These spaces are also procured at the RESERVED rate of 3x the Daily rate.

5. Unreserved Parking:
   a. Production companies may purchase UNRESERVED parking for vehicles they wish to park outside their event space. The UNRESERVED parking is the Daily rate of the lot for that specific date and will allow the parker to stay past sunset.
   b. UNRESERVED parking is for the parking of vehicles ONLY. The production company may not use UNRESERVED parking for setting up any basecamp activities such as tents, chairs, wardrobe, generators, storing of materials, etc.
   c. The purchase of UNRESERVED permits requires the production company to pick up the permits from the City parking office, however, payment is still made directly to Film LA.
   d. The UNRESERVED parking permit must be displayed in the vehicle upon entering the lot and must be displayed in the vehicle at all times. Failure to display the permit is subject to citation. UNRESERVED parking is on a first-come, first-serve basis and does not guarantee a parking space in the lot.

6. Pay-Upon-Entry:
   a. Production companies also have the option to Pay-upon-entry at any City facility. This is only for productions that do not need any basecamp or RESERVED parking.
   b. Paying-upon-entry is for productions that wish to have all their vehicles pay at the cashier booth or pay machine upon entering the lot on the day of production.
   c. Production companies are prohibited from purchasing extra spaces to set up any basecamp activity. Paying-upon-entry is simply parking a vehicle and then leaving the lot.
   d. Production companies may inquire with the City of Santa Monica to confirm which City facilities are available for Pay-upon-entry.

7. Cancellation Policy:
   a. Cancellations for RESERVED parking and UNRESERVED parking must be made more than 48 business hours of production date. Cancellations made within this time period will be honored at no cost to the production company.
   b. Cancellations for RESERVED parking and UNRESERVED parking made within 48 business hours will not be honored. NO refunds will be given.
   c. Cancellations for Pay-upon-entry requires no notification as no parking fees are associated with the Film LA permit.

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**SPECIAL CONDITIONS FOR LOCATION FILMING IN DOWNTOWN LOS ANGELES**
**(Standard Filming Requirements continue to apply where not superseded below)**

**1. DEFINITION OF TERMS**

**a. Downtown Los Angeles**, for the purposes of these conditions, shall be defined as the area North to South from the 101 Freeway to the 10 Freeway; East to West from the Los Angeles River to the 110 Freeway.

**b.** The Downtown Los Angeles Neighborhood Council boundaries (**DLANC boundaries**), for the purpose of these conditions, shall be defined as bordered on the North and East at the 101 Freeway from the 110 Freeway east to Los Angeles Street, south to 4th Street, east to Alameda Street, south to 7th Street, east to the Los Angeles River; on the South by the 10 Freeway from the 110 Freeway to the Los Angeles River; on the West by 110 Freeway from the 10 Freeway to the 101 Freeway. (This area is the same area as defined above as Downtown Los Angeles, but excludes the Little Tokyo and Arts District neighborhoods.)

**c. Residential buildings** shall be defined as any building with legal residential occupants (mixed-use, adaptive reuse, artist-in-residence (A.I.R.), SROs, residential hotels, condominiums and apartment buildings). DLANC will maintain an accurate and contemporary listing of all residential buildings showing a 100-foot radius from each building so as to identify any areas both inside and outside of that radius.

**d. The Broadway Entertainment District (aka Broadway Theatre District),** for the purposes of these Conditions, shall be defined north to south as Broadway from 3rd Street to Olympic Boulevard, and east to west from Frank Court to Lindley Place (aka St. Vincent Alley Court), or the equivalent mid-block point to either of these alleys where the alley is not present, including any theater loading facilities, defined as any public or private surface parking lot, parking garage, public street or curb area adjacent to, or utilized by, a theater. If, in the future, the City adopts an ordinance with regulations governing filming in this area, such regulations shall supersede these Filming Conditions.

**e. The Old Bank District residential overlay,** for the purposes of these Conditions, shall be defined as the area bound by South Spring St., West 5th St., West 4th St., and Werdin Pl.

**2. FILMING STANDARD HOURS AND DAYS**

**a.** Filming activity, or any production-related activity including but not limited to activities such as base camps, catering, generators, etc., within the **DLANC boundaries** is restricted to the hours of 6:00 a.m. to 11:00 p.m. within a 100-foot radius of any residential building. Filming activity in the **Broadway Entertainment District** is restricted to the hours of 6:00 a.m. to Midnight within a 50-foot radius of any residential building. **Old Bank District** is restricted to the hours of 7:00 a.m. to 10:00 p.m. within a 100-foot radius of any residential building**.** No extension of the standard filming hours for

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filming or any disruptive production-related activity shall be allowed until a signature survey has been properly submitted. Proof of signature surveys shall be made available to DLANC upon request.

**b.** No film permits may be issued along Main and Spring Streets from 2nd to 9th Streets, or on any block of 2nd through 9th Streets between Los Angeles and Spring during the Downtown Art Walk, currently held on the second Thursday of each month. Filming inside of private buildings or entirely on private property during this time is permitted so long as there are no external impacts.

**c.** No filming may be conducted in close proximity to major public events anywhere in Downtown Los Angeles as permitted by the LAPD, or identified with 30 days notice to the City's Designated Film Permit Contractor by DLANC. Film permits may be considered in light of major public events on a case-by-case basis so long as their issuance will not cause further disruption to Downtown businesses and residents during such events.

**3. RESIDENTIAL AND MERCHANT PROTECTIONS IN THE DLANC BOUNDARIES**

**a.** A film permit may include no more than 300 feet of curb lane per city block for the parking of film production vehicles, crew or equipment. Requests for additional amounts of curb lane shall require a signature survey. The **Broadway Entertainment District** is exempt from this restriction.

**b.** Production personnel (and equipment utilized by the production company) shall not block the sidewalk area in front of an open commercial business or a residential building, including residential patios, windows, doorways, or entryways, unless the production company has secured the permission of the merchant and/or property owner. Where the commercial business is one that is primarily open in the evening and nighttime hours, the production company, their cast and crew may not block the access to and signage of such establishment (as seen from the street), without permission of the merchant and/or property owner during the hours of operation of the business.

**c.** Customers, employees, residents, and guests of affected properties shall be allowed free ingress/egress to all buildings, merchants, and parking facilities. Arrangements shall be made to ensure access to deliveries, trash pickup, residential move-in/move-out, and vendor access to the properties/merchants during productions.

**d.** All commercial businesses must prominently post hours of operation and contact phone numbers, and residential buildings must have a designated contact person authorized to give permission. Special events held by commercial businesses, outside of normal business hours, must also be posted in advance, and production companies must provide full access and visibility during such events.

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**4. NOISE, FUMES, AND LIGHTING WITHIN THE DLANC BOUNDARIES**

**a.** Generators, portable toilets or toilet vehicles, and outdoor food preparation using charcoal or gas grills must be a minimum of 50 feet (horizontally) from any residential window or entrance. If it is physically impossible for a generator to be a minimum of 50 feet from residential windows or entrances, the generator shall be placed as far away as possible and vented away from residential windows and entrances. However, under no circumstances shall a generator be placed directly underneath a residential window.

**b.** Film productions must focus lighting on the filming area only and make every effort to shield the lighting from adjacent properties, pedestrians, and patrons of commercial businesses at all times. Exceptional lighting (e.g., Musco and Bebee lighting) outside of regular filming hours shall not be allowed without a signature survey of the affected merchants and/or property owners. **Signature survey shall be required for Exceptional lighting within the Old Bank District between the hours of 6:00 p.m. and 6:00 a.m.** Under no circumstances shall lighting be directed onto oncoming traffic.

**c.** Film production companies are required to completely remove all trash, food, and cardboard boxes, etc. from the general vicinity at the end of each filming day. Film production companies will be held responsible for the actions of catering companies they employ to provide food for the cast and crew.

**5. SPECIAL REQUESTS AND EXCEPTIONS REVIEW AND NOTIFICATION WITHIN THE DLANC BOUNDARIES**

**a.** Helicopters shall not be granted permits for landing at non-certified helipads before and after approved filming hours. All aerial filming productions must provide upon request a copy of an approved FAA Form 7711-2, or other official waiver, along with a copy of the briefing on the flight operations for all participating persons or property.

**b.** No film permit shall be construed as a waiver of 14 CFR § 91.119, 14 CFR § 91.515(a) or 14 CFR § 91.303(e), dictating federal flight altitude regulations, for purposes of non-participating persons or property (see attachment).

**c.** Notification beyond the standard 500-foot radius will be made to affected residents and merchants for high impact activity that is likely to cause interference with adjacent properties of people such as car chases, simulated gun fire, explosions, screams for help and other loud noises, helicopter activity, road closures or other such exceptional activities that might cause a police response to the filming location. High impact filming activity must be preceded by notifications at least two days in advance. The City's Designated Film Permit Contractor or the production company shall consult a designated DLANC representative when an applicant requests a permit for high impact filming activity with less than two days notice.

**d.** Due to the location of building air intake systems on Lower Grand Avenue, no special effects, including smoke, steam or fog, may occur in that area without first obtaining

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clearance from the appropriate building contacts and maintenance engineers. Contact must be made at least 48 hours prior to the proposed effect(s).

**6. FILMING-RELATED CONGESTION WITHIN THE DLANC BOUNDARIES**

**a.** The City's Designated Film Permit Contractor will ensure that the impact from filming at recurrently used locations is minimized to the affected residents and businesses.

**b.** In rush hour restricted lanes, as designated by LADOT, no Intermittent Traffic Control (ITC) shall be permitted during Rush Hours (7:00 a.m. – 9:00 a.m. and 4:00 p.m. – 7:00 p.m., Monday through Friday). No simultaneous closures or ITC of both the Second and Third Street Tunnels will be permitted.

**c.** Production companies shall request the posting of "no parking" signs, lane or street closures with LADOT for the day(s) that they are "on site" only. When closures are not necessary for the day(s) requested, production companies shall report the changes to the City's Designated Film Permit Contractor, who shall notify LADOT, who must revise and/or remove parking signs, as necessary.

**d.** Production companies must provide adequate detour and directional signage when street closures are in place, conforming to current LADOT standards and practices. Detour routes must accommodate large, semi and tractor trailer trucks and public transit vehicles.

**7. ENFORCEMENT OF CONDITIONS**

a. In accordance with the terms of their work permit issued from LAPD, off-duty or retired police officers must, upon reporting to a work site, review and ensure compliance with conditions outlined on the filming permit. Officers shall ensure compliance with arrival and departure time, and shall not allow any activity or conduct that is in violation of local or state law, nor allow any filming condition that is not authorized by the permit. Variations from the requirements of the permit are not allowed unless approved by an authorized representative of the City's Designated Film Permit Contractor.

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**ATTACHMENT**

*(Note: The following are the most current federal flight altitude regulations as of November 2007. The regulations could change at any time.)*

§ 91.119 Minimum safe altitudes: General.

Except when necessary for takeoff or landing, no person may operate an aircraft below the following altitudes:
(a) Anywhere. An altitude allowing, if a power unit fails, an emergency landing without undue hazard to persons or property on the surface.
(b) Over congested areas. Over any congested area of a city, town, or settlement, or over any open air assembly of persons, an altitude of 1,000 feet above the highest obstacle within a horizontal radius of 2,000 feet of the aircraft.
(c) Over other than congested areas. An altitude of 500 feet above the surface, except over open water or sparsely populated areas. In those cases, the aircraft may not be operated closer than 500 feet to any person, vessel, vehicle, or structure.
(d) Helicopters. Helicopters may be operated at less than the minimums prescribed in paragraph (b) or (c) of this section if the operation is conducted without hazard to persons or property on the surface. In addition, each person operating a helicopter shall comply with any routes or altitudes specifically prescribed for helicopters by the Administrator.

§ 91.515 Flight altitude rules.

(a) Notwithstanding §91.119, and except as provided in paragraph (b) of this section, no person may operate an airplane under VFR at less than—
(1) One thousand feet above the surface, or 1,000 feet from any mountain, hill, or other obstruction to flight, for day operations; and
(2) The altitudes prescribed in §91.177, for night operations.

§ 91.303 Aerobatic flight.

No person may operate an aircraft in aerobatic flight—
(a) Over any congested area of a city, town, or settlement;
(b) Over an open air assembly of persons;
(c) Within the lateral boundaries of the surface areas of Class B, Class C, Class D, or Class E airspace designated for an airport;
(d) Within 4 nautical miles of the center line of any Federal airway;
(e) Below an altitude of 1,500 feet above the surface; or
(f) When flight visibility is less than 3 statute miles.

For the purposes of this section, aerobatic flight means an intentional maneuver involving an abrupt change in an aircraft's attitude, an abnormal attitude, or abnormal acceleration, not necessary for normal flight.

[Doc. No. 18834, 54 FR 34308, Aug. 18, 1989, as amended by Amdt. 91– 227, 56 FR 65661, Dec. 17, 1991]

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**SPECIAL FILMING CONDITIONS**
**VENICE AREA**

*The Special Filming Conditions described below will be included in the terms and conditions of permits issued for filming in this area and are in addition to the standard terms and conditions applicable to filming permits generally. While these Special Filming Conditions will be included as terms if a permit for filming in this area is issued, they are not intended to, and do not, establish the criteria or standards for determining whether or not a particular permit (or permits) will be issued for this area. The decision whether or not a particular permit (or permits) will be issued is vested in the discretion of the appropriate City or County department or their designees (including FilmL.A., Inc.), to be exercised consistent with public health, safety and general welfare, and applicable land-use ordinances.*

For purposes of these guidelines the Venice area is Santa Monica City limits to the north, Lincoln Boulevard to the East, Pacific Ocean to the west and Washington Boulevard to the South (including the Strand which is Pacific Avenue, Washington Boulevard, Via Marina, and the Pacific Ocean)

- **Affected residents and merchants must be notified at least two (2) days in advance of the first day of filming or the first day of any substantial set preparation.** *Permit requests must be submitted at least three (3) days in advance.*

- **Filming on holidays and weekends is generally not permitted**, especially during the summer. Exemptions may be granted on a case-by-case basis. Factors such as size of company, exact location and scope of intended filming, time of year, and anticipated impact on local parking will be considered when reviewing requests for such exemptions.

- **No vehicles shall be driven or parked on Ocean Front Walk between the hours of 10:00 a.m. and 7:00 p.m**. unless approved by The Department of Recreation and Parks.

- **Speedway shall not be used for parking of vehicles or equipment and must remain open to emergency vehicles.**

- **All vehicles and equipment (including private automobiles) associated with the production company shall be legally parked unless specific exemption is granted by the film permit.** No vehicles or equipment shall be permitted to park on Ocean Front Walk or the Venice Recreation Area property unless approved by The Department of Recreation and Parks. The use of private parking lots is strongly encouraged. Publicly owned parking lots in the area are managed by Modern Parking and must be added to the filming permit and cleared with the appropriate agency.

- **Use of Los Angeles County beach parking lots have the following restrictions:**

    - **The Washington Boulevard lot is restricted to parking only between 7:00 a.m. and 10 p.m**. No community survey will be allowed for additional hours.
    - **Rose Avenue and Venice Boulevard lots require a community survey from affected residential buildings for any activity (parking or filming) prior to 7:00 a.m or after 10:00 p.m.**

- **Traffic control on all area streets shall be limited to a maximum of two (2) minutes.**

- **It is the responsibility of the production company to deploy sufficient police officers to ensure that traffic flow in the area is not unreasonably hindered.**

- **Additional Special Filming Conditions apply to filming on Washington Boulevard between Pacific Avenue and the Venice Pier, Abbot Kinney Boulevard, and Venice Beach.**

FilmL.A. Inc. DRAFT

**SPECIAL FILMING CONDITIONS**
**ABBOT KINNEY BOULEVARD AREA OF VENICE**

*The Special Filming Conditions described below will be included in the terms and conditions of permits issued for filming in this area and are in addition to the standard terms and conditions applicable to filming permits generally. While these Special Filming Conditions will be included as terms if a permit for filming in this area is issued, they are not intended to, and do not, establish the criteria or standards for determining whether or not a particular permit (or permits) will be issued for this area. The decision whether or not a particular permit (or permits) will be issued is vested in the discretion of the appropriate City or County department or their designees (including FilmL.A., Inc.), to be exercised consistent with public health, safety and general welfare, and applicable land-use ordinances.*

The Abbot Kinney Boulevard area is a diverse, mixed-use community which includes Abbot Kinney Boulevard between Venice Boulevard and Main Street, and adjacent streets. The area is comprised of small shops, restaurants, single family homes, apartment buildings and artists lofts. The following conditions have been established to mitigate the concerns of local residents and merchants, and to provide for an equitable use of the area.

- **Affected residents/merchants/businesses within 500 ft. of any filming activity (including production equipment parking, cast/crew parking, or catering) must be notified at least two (2) days in advance of the first day of filming or the first day of any substantial set preparation**. *Permit requests must be submitted to FilmL.A. at least three (3) days in advance.*

- **Production companies must notify the Abbott Kinney Merchant Committee at least two (2) days in advance of the first day of filming or the first day of any substantial set preparation.** The current contact for the Abbot Kinney Merchant Committee is Tiffany Kilgore (424) 272-7133 filming@abbotkinneyblvd.com

- **Cast and crew may not park on area streets.** Off-street parking must be provided for personal vehicles.

- **Production equipment parking and the posting of "No Parking" signs should be kept to a minimum** in order to reduce any negative impact to the local merchants. Equipment parking on Abbot Kinney Boulevard will be limited to 150 feet during regular business hours (10:00a.m. to 5:00 p.m.) and may not block access to open shops and businesses. **Equipment may only be parked in front of businesses that indicate their approval using the FilmL.A. Filming Survey process, or in front of businesses that are clearly vacant or closed during the hours of activity.** Production companies may also request an additional 150 ft of posting on area side streets (excluding Santa Clara Avenue) for a total of 300 ft of posting within the area.

- **Friday, Weekend or holiday filming is generally not permitted** unless a Filming Survey is done of the affected business for the proposed activities on a FilmL.A.-authorized Filming Survey.

- **The use of City lots # 616, #617 and #759 are not permitted.**

- **Winter holiday season filming activities which involve exteriors, the use of sidewalks or streets, or public parking facilities will not be permitted during regular business hours for the two weeks preceding Christmas Day,** unless approved by the Permit Authority. Approval will be based on an authorized Filming Survey of affected businesses demonstrating substantial support of the activities.

- **A FilmL.A. Monitor will be assigned to encourage compliance with the permit and conditions.** The Monitor will generally arrive at the designated location 1 hour prior to the permit start time to note proper arrival time and remain with the production company during all filming-related activities and ensure proper departure time.

FilmL.A. INC. PERMIT

Permit #F00150903

Updated July 2013

# DOWNTOWN SANTA MONICA FILMING GUIDELINES

- A **City of Santa Monica permit through FilmL.A** is required. Please go to www.filmla.com and apply for the permit through the Online Permit System (OPS) or for more information, please call FilmL.A. at 213-977-8600 and ask for Production Planning.

- **An Application Fee, Site Fee, and Certificate of Insurance** is also required.

- Normal permitted filming hours are from 8:00 a.m. to 10:00 p.m. Filming activity before 8:00 a.m. or after 10:00 p.m. requires a written approval from 90% of residents and businesses located with 250-foot radius of filming location.

- No filming is allowed on Wednesdays due to Farmers' Market or on Saturdays and Sundays due to the high volume of shopping traffic. However, low-impact, small productions – man-on-the-street interviews and still photo shoots will be considered on a case-by-case basis.

- A filming fee is required pursuant to Downtown Santa Monica, Inc **Filming Fee Schedule**. A location fee is applicable for **each day** of filming including preparation and strike days.

- No parking of equipment in alleys will be allowed. Parking of generators in alleys will be considered on a case-by-case basis and must be approved by the City of Santa Monica.

- No District pedestrians or vehicle traffic are to be unreasonably inconvenienced, and no merchant, pavilion tenant or cart vendor is to be disturbed by the filming or prep time, without prior notification to the merchant or tenant and Downtown Santa Monica, Inc.

- Street meters require the signature of the merchant adjacent to the space.

- On the Third Street Promenade, there must always be an unobstructed 12' fire lane.

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City of Santa Monica

# Transportation Engineering & Management Division

Post Office Box 2200, Santa Monica, California 90407-2200

# NOTICE

To: Applicants for Film Permits in the City of Santa Monica

From: Transportation Engineering & Management Division

Subjects: Directional and Other Signs

Use of Temporary No Parking Signs

Please be advised that the posting of advertising, directional or other types of signs in, or visible from, public rights-of-way is prohibited by Chapter 9.52 of the Santa Monica Municipal Code. Any such signs will be removed and destroyed by City forces. And, you will be charged $59.93 per sign or the actual cost of removal, whichever is greater, for each such sign.

Temporary No Parking signs are available to facilitate your filming activities from the Public Works Permit Counter. You are responsible for the installation and removal of such signs. You will be provided with a sheet of instructions when you pick up the signs. Temporary No Parking signs must be removed immediately after your film shoot is completed. Any Temporary No Parking signs not promptly removed will be removed by City forces. And you will be charged $59.93 per sign or the actual cost of removal, whichever is greater, for each such sign.

In order to avoid such problems, we respectfully request your voluntary compliance.

Should you have questions, please contact the Transportation Engineering & Management Division at (310) 458-8291 or traffic.engineering@smgov.net.

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# CONDITIONS FOR USE OF PARKING LOTS FOR FILMINGS, PHOTOSHOOTS, AND BASECAMPS IN THE CITY OF SANTA MONICA

****These conditions only apply to production companies approved to use City-owned lots and do not imply permission to use any City lot****

1. Available Lots:
    a. The ONLY lots available for rental are Beach Lots 4 and 5 South, and Beach Lots 1 North through 8 North. There are no exceptions. Requested parking lot(s) must be clearly stated in the base camp/crew parking portion of your Film LA. permit. Applying for a Film L.A permit does not guarantee use of the parking lots. The City of Santa Monica Parking Department has final authorization regarding use of the parking lots. A parking application must be submitted to the Parking Department in addition to the submittal of the Film L.A permit.

2. Space Availability:
    a. The amount of spaces available for purchase can vary depending on the time of year. As a starting point, no production company may rent out more than half the available spaces of any lot. During certain times of the year (i.e. spring break, summer, any other special events, etc.), additional restrictions will apply regarding space availability, if any.

3. Restrictions:
    a. The production company can only use the spaces that have been purchased and reserved for them.
    b. Parking must be finalized no later than 72 business hours before the production date. There will be no adding of spaces after that time or on the day of filming.
    c. The RESERVED area will be set up the night before by the parking operator, usually at 10pm. There is no guarantee that there will be not be any vehicles already parked in the RESERVED area by the shoot date. It is the production company's responsibility to ensure no other vehicles park in the RESERVED area upon possession of the space. The City merely sells the spaces and sections it off.
    d. At no time can the production company extend the basecamp or deny transient parkers access to the parking lot.

4. Basecamps/Reserved Parking:
    a. Production companies must park all vehicles and materials/equipment within their RESERVED event space. Any vehicles parked outside the event space will need to show proof of payment of the Daily parking rate for that individual vehicle or become subject to citation.

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b. Depending on the size and location of the RESERVED area, production companies may be required to pay for any parking spaces used to divert traffic around the RESERVED area. This is to prevent traffic from driving through the RESERVED area and to keep the traffic flowing smoothly within the lot. These spaces are also procured at the RESERVED rate of 3x the Daily rate.

5. Unreserved Parking:
   a. Production companies may purchase UNRESERVED parking for vehicles they wish to park outside their event space. The UNRESERVED parking is the Daily rate of the lot for that specific date and will allow the parker to stay past sunset.
   b. UNRESERVED parking is for the parking of vehicles ONLY. The production company may not use UNRESERVED parking for setting up any basecamp activities such as tents, chairs, wardrobe, generators, storing of materials, etc.
   c. The purchase of UNRESERVED permits requires the production company to pick up the permits from the City parking office, however, payment is still made directly to Film LA.
   d. The UNRESERVED parking permit must be displayed in the vehicle upon entering the lot and must be displayed in the vehicle at all times. Failure to display the permit is subject to citation. UNRESERVED parking is on a first-come, first-serve basis and does not guarantee a parking space in the lot.

6. Pay-Upon-Entry:
   a. Production companies also have the option to Pay-upon-entry at any City facility. This is only for productions that do not need any basecamp or RESERVED parking.
   b. Paying-upon-entry is for productions that wish to have all their vehicles pay at the cashier booth or pay machine upon entering the lot on the day of production.
   c. Production companies are prohibited from purchasing extra spaces to set up any basecamp activity. Paying-upon-entry is simply parking a vehicle and then leaving the lot.
   d. Production companies may inquire with the City of Santa Monica to confirm which City facilities are available for Pay-upon-entry.

7. Cancellation Policy:
   a. Cancellations for RESERVED parking and UNRESERVED parking must be made more than 48 business hours of production date. Cancellations made within this time period will be honored at no cost to the production company.
   b. Cancellations for RESERVED parking and UNRESERVED parking made within 48 business hours will not be honored. NO refunds will be given.
   c. Cancellations for Pay-upon-entry requires no notification as no parking fees are associated with the Film LA permit.

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